



SFNL Account – Member Club Receivable Policy

1. Should a Member Club wish to apply for a Current Account '*Payment Arrangement*' with the League, it is the responsibility of an authorised executive member of the Member Club executive/committee to make contact with the League CEO, e.g. the President, Secretary or Treasurer.
2. In relation to any monies in excess of the Current Account thirty (30) days payment terms the Member Club must indicate:
 - (i) The duration and financial extent (\$'s) of the *Payment Arrangement* sought by the Member Club; and
 - (ii) What circumstances have contributed to, or directly caused the shortfall of Member Club funds whereby the Member Club needs to request a *Payment Arrangement*.
3. If a *Payment Arrangement* amount is to be paid in-full within fourteen (14) days of the expired payment due date, the Member Club may request and have the *Payment Arrangement* conditionally approved by the League CEO by phone. However, the *Payment Arrangement* must be confirmed by emailing a completed *Payment Arrangement Request Form* to the League CEO within twenty-four (24) hours of the verbal request and approval by the League CEO.

Failure to confirm the *Payment Arrangement* request by email will mean the *Payment Arrangement* is NOT in-place.

4. If a *Payment Arrangement* request is for a period in excess of fourteen (14) days of the payment due date, then a *Payment Arrangement Request Form* must be completed and emailed to the League CEO for consideration in conjunction with the SFNL Board Member who is Chair of the Finance & Administration portfolio no later than fourteen (14) days prior to the payment due date of the Current Account invoice.

5. If an *Extended Payment Arrangement* request is submitted which seeks a payment arrangement beyond thirty (30) days, the League CEO will require a full proposal for consideration. Such proposal would include the Member Club's financial budget, Committee Minutes and other documents as the League CEO deems necessary to support the application. This process would also involve a meeting of the Member Club applicant with the League CEO and the SFNL Board Member who is Chair of the Finance & Administration portfolio or his/her SFNL Board proxy.
6. A Member Club requesting a *Payment Arrangement* will be advised by email of the success, or otherwise, of their *Payment Arrangement* request at the earliest reasonable opportunity once a decision is made by the League CEO or the League CEO in conjunction with the Board. Regardless, the outcome of all *Payment Arrangement* requests will be notified by the League CEO no more than seventy two (72) hours after confirmation of receipt of the Member Club *Payment Arrangement Request Form*.
7. Only in exceptional circumstances will a Member Club be granted more than one *Payment Arrangement* in any one season. A Member Club requesting a second or subsequent *Payment Arrangement* in a single season will require a more detailed submission as to why a second or subsequent *Payment Arrangement* is required and should be granted.
8. Should a *Payment Arrangement* be approved by the League CEO, all subsequent invoices issued must be paid in accordance with the SFNL Current Account thirty (30) day payment terms, or any other payment terms in operation at the time. This is non-negotiable. If a Member Club fails to comply with this condition the Member Club will be deemed to be non-financial.
9. Should a Member Club fail to have a *Payment Arrangement* approved by close of business on the Thursday prior to a SFNL fixture round of matches, the Member Club will be deemed to be non-financial for the purpose of playing for match points until such time as their SFNL Current Account is up-to-date with the required payment terms.
10. Member Clubs that are non-financial, i.e. not trading within the League's Current Account thirty (30) day payment terms, or that do not have an approved *Payment Arrangement* in place, will not be eligible to play for premiership points until their Current Account is brought back within the Current Account thirty (30) day payment terms, or any other payment terms in operation at the time (By Law 5.1).
11. Further to Rule 12 (3) and in accordance with By-law 10.5 of the League, the financial position of Member Clubs will be considered when determining which clubs will be graded to compete in the Division One, Division Two and Division Three competitions of the following season. A Member Club graded into Division One or Division Two that is not financial by 31 October in that year may be relegated to a lower Division for the following season on the basis of its outstanding financial obligation to the League.
12. All Member Club Current Account obligations must be settled by 31 October in that year. Failure to meet this financial obligation may also result in the removal of premiership points for all teams which the defaulting Member Club fields in Round 1 of the following

season, including if the Member Club has been graded to a lower Division due to its outstanding financial obligation to the League. Such a Member Club will thereafter continue to have four (4) premiership points withdrawn for each win achieved by each of its competing teams in each successive month for which the Member Club Current Account remains outstanding.

13. In consideration of clauses 11 and 12, the SFNL Board shall retain absolute discretion in determining whether or not to implement these penalties, the extent to which they are applied and in so doing, will take into account all relevant matters and circumstances pertaining to the Member Club's outstanding financial obligation to the League.